

Internship Opening

Goodwill Industries of Southwestern Michigan provides employment, education, training, and support services to individuals and families so they can achieve self-sufficiency.

Our Values: Success – Collaboration – People – Positivity

Position:	Accounting Intern
Location:	Alcott Corporate Office – Kalamazoo, MI
Wage:	\$10.00 per hour
Classification:	Part-time Intern
Number of Openings:	1
Hours:	80 hours total starting 03/01/2015 and ending 04/15/2015
Submit Applications To:	www.goodwillswmi.org

Internship Duties:

- Review retail transactions for Goodwill's 10 retail outlets
- Prepare an audit schedule of non-conforming transactions

Qualifications:

Demonstrated experience in accounting
Proficiency in Microsoft Excel
Ability to present a professional appearance
Current enrollment in accredited institution of higher education
Declared major in Accounting or Business
Ability to write and exchange information; daily grasping, fingering, standing, sitting, walking, speaking; occasional lifting, bending, twisting, reaching
Must be able to pass a pre-employment drug screen and theft-related background check
Work will be performed at Goodwill of Southwestern Michigan's main office during regular business hours: 7:30 AM – 5:30 PM.

Equal Opportunity Employer: Persons are recruited, hired, assigned and promoted only on the basis of job related criteria and without regard to age, ancestry, arrest record, citizenship, color, familial status, gender, gender identification, height, marital status, national origin, non-job-related disability, race, religion, sex, sexual orientation, veterans' status or weight. This includes those affected by pregnancy, childbirth or related medical condition.